

TABLE A-IV/2 _____ Record of Assessment
Specification of minimum standard of competence in GMDSS for MF-HF-DSC Operation

Name _____ Soc. Sec. No. _____ / _____ / _____

Column 1 STCW Competence	Column 2 Performance Objectives	Column 3 Performance Measures (Mariner knowledge or action including consequences of same) Demonstration or Oral/Written Exam	Column 4 Performance Standards (Criteria against which performance is measured)	Date Of Assessment	Assessor's Initials	T / P
1. POWER UP SYSTEM.	3.2.1 3.4.1	1A. SELECT KNOB OR PANEL KEY TO TURN POWER ON FOR ALL UNITS.	1A. ALL DISPLAYS ACTIVE AND CORRECT.			
2. ADJUST VOLUME AND SQUELCH CONTROLS FOR PROPER OPERATION.	2.1.4 3.2.1 3.4.1 3.4.3	2A. USE PROPER KNOB OR KEY TO SET VOLUME TO MID-RANGE WITH SPEAKER TURNED ON. 2B. USE PROPER KNOB OR KEY TO ACTIVATE SQUELCH FUNCTION.	2A. CORRECT CONTROLS USED AND AUDIBLE NOISE OBTAINED. (WITH SQUELCH OFF). 2B. CORRECT CONTROLS USED. NOISE WITH SQUELCH OFF AND SILENCE WITH SQUELCH ON.			
3. INITIATE SELF TEST FUNCTION AND RESPONSE.	3.4.3 3.5.1	3A. USE PROPER CONTROLS TO INITIATE THE SELF-TEST FUNCTION OF ALL UNITS AND EXPLAIN THE RESULTS.	3A. PROPER CONTROLS USED. SILENCE ANY ALARMS. PROPER DISPLAY SHOWN. 3B. ALL UNITS TESTED. (T/R, DSC, WATCH RECEIVER). 3C. EXPLAIN ACTION TO BE TAKEN IF TEST FAILS.			
4. SET FREQUENCY, CHANNEL AND MODE.	3.4.3	4A. USE PROPER CONTROLS TO SELECT BOTH DUPLEX AND SIMPLEX VOICE AND TELEX CHANNELS WITH CORRECT MODE. 4B. USE PROPER CONTROLS TO SELECT A DESIGNATED RECEIVE ONLY FREQUENCY.	4A. PROPER CONTROLS USED. CONFIRM INDICATION OF CORRECT CHANNEL AND/OR FREQUENCIES AND MODE. 4B. PROPER CONTROLS USED. CONFIRM INDICATION OF CORRECT FREQUENCY.			
5. SET HIGH OR LOW POWER AND TUNE TRANSMITTER	3.4.3	[USE DUMMY LOAD OR SIMULATION] 5A. USE PROPER CONTROLS TO SELECT ALL AVAILABLE POWER LEVELS. 5B. USE PROPER CONTROLS TO TUNE TRANSMITTER.	5A. PROPER CONTROLS USED. CONFIRM INDICATION OF REQUESTED POWER LEVEL. 5B. PROPER CONTROLS AND PROCEDURE USED. CONFIRM INDICATION OF TUNING.			
6. CONFIRM POSITION DATA. .	3.1.6 3.4.1	6A. IF NOT NORMALLY DISPLAYED ENTER PROPER KEYSTROKES TO DISPLAY POSITION.	6A. CORRECT CONTROLS USED AND DATA DISPLAY SHOWS CORRECT POSITION.			

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7. INPUT POSITION DATA MANUALLY.	3.1.5 3.1.6 3.4.1	7A. USE PROPER KEY STROKES TO SELECT THE CORRECT MENU AND INPUT POSITION IN THE CORRECT FIELD.	7A. CORRECT SEQUENCE OF CONTROLS, SELECTED MENU AND INPUT FIELD. 7B. CORRECT POSITION ENTERED.			
8. INPUT CORRECT TIME MANUALLY.	3.1.5 3.4.3	8A. USE PROPER KEY STROKES TO SELECT THE CORRECT MENU AND INPUT TIME IN THE CORRECT FIELD.	8A. CORRECT SEQUENCE OF CONTROLS, SELECTED MENU AND INPUT FIELD. 8B. CORRECT TIME ENTERED.			
9. DISPLAY OWN MMSI NUMBER.	3.1.6 3.4.1 3.4.3	9A. USE PROPER KEY STROKES TO SELECT THE CORRECT MENU AND DISPLAY YOUR OWN MMSI NUMBER.	9A. CORRECT SEQUENCE OF CONTROLS AND SELECTED MENU. 9B. CONFIRM THAT YOUR OWN MMSI NUMBER IS DISPLAYED AND CORRECT. [DO NOT ATTEMPT TO CHANGE]			
10. ACCESS AND UNDERSTAND DATA DIRECTORY	3.4.3 5.2.1	10A. USE PROPER CONTROLS TO ACCESS BOTH RECEIVED AND TRANSMITTED MESSAGE DIRECTORIES (AS AVAILABLE). 10B. DISPLAY ENTIRE MESSAGE DESIGNATED. ERASE MESSAGES.	10A. ACCESS RECEIVED MESSAGE DIRECTORY AND DISPLAY ENTIRE MESSAGE REQUESTED. DESCRIBE MEANING OF EACH DATA DISPLAY. 10B. ACCESS TRANSMITTED MESSAGE DIRECTORY AND DISPLAY ENTIRE MESSAGE REQUESTED. DESCRIBE MEANING OF EACH DATA DISPLAY. 10C. MESSAGES ERASED.			
11. TRANSMIT A SINGLE FREQUENCY DISTRESS ALERT.	3.4.3 5.2.1	[USE DUMMY LOAD OR SIMULATION] 11A. USE THE "HOT KEY" (IF AVAILABLE) TO TRANSMIT A DSC ALERT. USE PROPER KEYS TO SELECT A DISTRESS CATEGORY AND CONFIRM POSITION IS CORRECT.	11A. CHECK FOR CORRECT POSITION INFORMATION. BYPASS ANY BARRIERS TO DISTRESS "HOT KEY". 11B. SELECT DESIGNATED DISTRESS CATEGORY. TRANSMIT THE DISTRESS ALERT USING MINIMUM NUMBER OF ACTIONS. 11C. EXPLAIN THE SIGNIFICANCE OF "COUNT- DOWN" IF DISPLAYED.			

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12. TRANSMIT A VOICE FOLLOW UP TO THE DISTRESS ALERT.	3.4.3 5.2.1 5.2.3	[USE DUMMY LOAD OR SIMULATION] 12A. USE PROPER CONTROLS TO SELECT CORRECT CHANNEL AND TRANSMIT A VOICE FOLLOW UP TO THE ALERT.	12A. CORRECT SEQUENCE OF CONTROLS AND 2182 KHZ H3J MODE SELECTED. 12B. TRANSMIT THE FOLLOWING MESSAGE: "MAYDAY MAYDAY MAYDAY this is VESSEL'S NAME - CALL SIGN (3X), MAYDAY, MMSI, POSITION, NATURE OF DISTRESS, MAYDAY, this is VESSEL'S NAME - CALL SIGN OVER"			
13. RESPONSE TO A DISTRESS ALERT.	3.4.3 5.2.1 5.2.3	[USE DUMMY LOAD OR SIMULATION] 13A. USE PROPER CONTROLS AND PROCEDURE TO RESPOND TO THE DISTRESS ALERT AND TRANSMISSION.	13A. SILENCE ALARM AND MONITOR 2182 KHZ. FOR FURTHER INFORMATION. 13B. WATCH FOR RESPONSE FROM SHORE STATION OR OTHER VESSELS. EXPLAIN THE REASON. [COAST STATION HAS PRIMARY RESPONSIBILITY TO RESPOND]. 13C. RESPOND BY VOICE ON 2182 KHZ ACKNOWLEDGING RECEIPT OF MAYDAY. "MAYDAY [NAME-CALLSIGN 3X] this is [YOUR NAME-CALL SIGN (3X)] RECEIVED YOUR MAYDAY this is [YOUR NAME-CALL SIGN] OVER"			
14. TRANSMIT A MULTI-FREQ. DISTRESS ALERT.	3.4.3 5.2.1	[USE DUMMY LOAD OR SIMULATION] 14A. USE PROPER CONTROLS AND KEYS TO TRANSMIT A MULTI-FREQUENCY DISTRESS ALERT.	14A. CHECK FOR CORRECT POSITION INFORMATION. CORRECT CONTROLS AND MENU SELECTION. 14B. SELECT DESIGNATED DISTRESS CATEGORY. TRANSMIT THE DISTRESS ALERT USING MINIMUM NUMBER OF ACTIONS. 14C. EXPLAIN THE SIGNIFICANCE OF "COUNT-DOWN" IF DISPLAYED.			

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15. APPROPRIATE RESPONSE AFTER TRANSMITTING A DISTRESS ALERT IN ERROR.	3.4.3 5.2.1 5.2.3	[USE DUMMY LOAD OR SIMULATION] 15A. USE PROPER CONTROLS AND PROCEDURE TO RESPOND TO A DISTRESS ALERT SENT IN ERROR.	15A. SELECT THE MATCHING VOICE FREQUENCY FOR EACH DSC FREQUENCY AN ALERT WAS TRANSMITTED AND SEND THE FOLLOWING: "ALL STATIONS (3X) this is NAME-CALL SIGN (3X) CANCEL MY DISTRESS ALERT SENT AT xx:xx UTC this is NAME-CALL SIGN OUT"			
16. TRANSMIT A DSC CALL TO AN INDIVIDUAL SHIP.	3.4.3 6.3.3	[USE DUMMY LOAD OR SIMULATION] 16A. USE PROPER CONTROLS TO SET UP AN "INDIVIDUAL" CALL "ROUTINE" PRIORITY, AUTO ACK. AND DESIGNATE A WORKING CHANNEL OR FREQUENCY FOR RESPONSE.	16A. CORRECT SEQUENCE OF CONTROLS AND CONFIRM THAT "INDIVIDUAL" HAS BEEN SELECTED AND THAT MMSI OF VESSEL BEING CALLED HAS BEEN PROPERLY ENTERED. 16B. CORRECT SEQUENCE OF CONTROLS AND CONFIRM THAT "ROUTINE" PRIORITY AND REQUESTED WORKING FREQUENCY HAVE BEEN SELECTED. 16C. CALL TRANSMITTED. CONFIRM THAT FREQUENCY CHANGES TO DESIGNATED WORKING FREQUENCY.			
17. TRANSMIT A DISTRESS RELAY.	3.4.3 5.2.1	[USE DUMMY LOAD OR SIMULATION] 17A. USE PROPER CONTROLS TO TRANSMIT A DISTRESS RELAY FROM A VESSEL IN DISTRESS TO A COAST STATION.	17A. CORRECT SEQUENCE OF CONTROLS AND PROPER MENU SELECTED. 17B. PROPER DESTINATION STATION AND FREQUENCY SELECTED. 17C. CALL TRANSMITTED.			
18. TRANSMIT A DSC "NON-DIST." "ALL SHIPS" CALL	3.4.3 5.2.2 5.2.3	[USE DUMMY LOAD OR SIMULATION] 18A. USE PROPER CONTROLS TO SET UP AN "ALL SHIPS" CALL "URGENT" PRIORITY TRANSMISSION.	18A. CORRECT SEQUENCE OF CONTROLS AND SELECTED MENU. CONFIRM THAT "ALL SHIPS" AND "URGENT" PRIORITY HAVE BEEN SELECTED. TRANSMIT THE CALL.			

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19. PROGRAM ADDRESS DIRECTORY.	3.1.3 3.4.2	19A. USE PROPER CONTROLS TO ENTER THE ADDRESS BOOK OR DIRECTORY. 19B. ENTER A VESSEL NAME AND MMSI NUMBER.	19A. CORRECT CONTROLS USED AND PROPER MENU SELECTED. 19B. SELECT AN EMPTY CELL OR SPACE FOR NEW ENTRY. IF DIRECTORY IS FULL OVERWRITE AN EXISTING ENTRY. 19C. REQUESTED VESSEL NAME AND MMSI NUMBER CORRECTLY ENTERED. RETURN TO DEFAULT DISPLAY.			
20. COMPOSE, EDIT AND SAVE A TELEX MESSAGE.	3.4.3 6.3.4	20A. USE PROPER KEYBOARD PROCEDURES AND MENU SELECTION TO COMPOSE, EDIT AND SAVE A TELEX MESSAGE.	20A. ABILITY TO COMPOSE A MESSAGE AND EDIT BY USING SELECT, CUT AND PASTE USING PROPER KEY STROKES. 20B. ABILITY TO PROPERLY NAME AND SAVE THE MESSAGE CREATED.			
21. SEND TELEX MESSAGE IN ARQ MODE.	3.4.3 6.3.4	[USE DUMMY LOAD OR SIMULATION] 21A. USE PROPER CONTROLS AND MENU SELECTIONS TO SEND A TELEX MESSAGE IN ARQ MODE.	21A. CORRECT SEQUENCE OF CONTROLS AND MENU SELECTION. 21B. CORRECT CALLING AND HANDSHAKING PROCEDURES USED. 21C. CORRECT MESSAGE HANDLING PROCEDURES USED. 21D. CORRECT PROCEDURES TO TERMINATE RADIO LINK.			
22. SEND TELEX MESSAGE IN BFEC MODE.	3.4.3 6.3.4	[USE DUMMY LOAD OR SIMULATION] 22A. USE PROPER CONTROLS AND MENU SELECTIONS TO SEND A TELEX MESSAGE IN BFEC MODE.	22A. CORRECT SEQUENCE OF CONTROLS AND MENU SELECTION. 22B. CORRECT MESSAGE SELECTION AND TRANSMISSION PROCEDURES USED. 22C. CORRECT PROCEDURES TO TERMINATE TRANSMISSION.			
23. SECURE ALL UNITS.	3.4.3	23A. USE PROPER CONTROLS AND SEQUENCE TO POWER DOWN ALL UNITS.				

T/P Column – T designates that this competency will be evaluated with a written test question and is not evaluated on this form but the score will be marked on the last sheet of this form, P designates that this competency will be evaluated with a practical skills evolution.

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Identification Page

Written evaluation score _____ on an exam conducted on _____ / _____ / _____ at _____

and proctored and graded by _____ Proctor's Identification Number _____

The individual(s) identified here confirm that his or her initials certify they witnessed the practical demonstration of a particular task or skill by the candidate.

Assessor's Initials	Assessor Printed Name	Assessor Signature	Assessor's License or ID number	Organization or Vessel